

Division of Social Services
Risk Evaluation Matrix - County Subrecipient

County Name: _____

Date Completed: _____

Criteria	Risk Level						
	Low Risk		Moderate Risk		High Risk		Evaluation
	Description	Weighting	Description	Weighting	Description	Weighting	Score
1. Staffing:							
Qualifications	Staff in key positions are professionally trained and have one or more years experience in that position.	1	At least half of staff in key positions are professionally trained for the position they hold and have some experience.	2	Staff in key positions have little or no experience or training.	3	
Turnover	No change in staff in key positions.	1	New or no staff in 1 or more key positions.	2	New or no staff in 1 or more key positions and new or no agency administrator and/or fiscal officer.	3	
2. History of Meeting Requirements:							
Program - Adult's Services	Agency has provided services and met program objectives specified in contract/funding agreement for past 2 years.	2	Program compliance history of the past 2 years includes minor weaknesses in service delivery/program objectives.	4	Program compliance history of the past 2 years includes major weaknesses in service delivery/program objectives.	6	
Program - Children's Services (Consider results of the Biennial Review, IV-E Monitoring, and TANF Monitoring.)	Agency has provided services and met program objectives specified in contract/funding agreement for past 2 years.	2	Program compliance history of the past 2 years includes minor weaknesses in service delivery/program objectives.	4	Program compliance history of the past 2 years includes major weaknesses in service delivery/program objectives.	6	
Program - Economic Independence (Consider results of the Food Stamp Quality Control Review and Work First/TANF Monitoring.)	Agency has provided services and met program objectives specified in contract/funding agreement for past 2 years.	2	Program compliance history of the past 2 years includes minor weaknesses in service delivery/program objectives.	4	Program compliance history of the past 2 years includes major weaknesses in service delivery/program objectives.	6	
Program - Child Support (Consider results of the IV-D Local Program Assessments.)	Agency has provided services and met program objectives specified in contract/funding agreement for past 2 years.	2	Program compliance history of the past 2 years includes minor weaknesses in service delivery/program objectives.	4	Program compliance history of the past 2 years includes major weaknesses in service delivery/program objectives.	6	
Fiscal	No significant audit findings for past 2 years.	2	Minor audit findings with pending corrective actions.	4	Significant audit findings within past 2 years or audit findings not addressed and resolved in timely manner.	6	
Reporting	Program and fiscal reports are almost always submitted in timely and accurate manner.	2	Routine reports are frequently late and contain some errors.	4	Routine reports reflect significant discrepancies or omissions.	6	
3. Self Assessment	Self assessment shows few or no internal control weaknesses. Where there is inadequate separation of duties, mitigating controls have been developed to protect against fraud and theft.	1	Self assessment shows several internal control weaknesses. Where there is inadequate separation of duties, mitigating controls have been developed to protect against fraud and theft.	2	Self assessment shows major internal control weaknesses. Where there is inadequate separation of duties, mitigating controls have not been developed or do not protect against fraud and theft.	3	

Total Evaluation Score 0

Evaluation Score Key, County-Operated IV-D Office:

Low Risk = Score 15-25
Moderate Risk = Score 26-35
High Risk = Score 36-45

Evaluation Score Key, State-Operated IV-D Office:

Low Risk = Score 13-21
Moderate Risk = Score 22-30
High Risk = Score 31-39

Completed By: _____